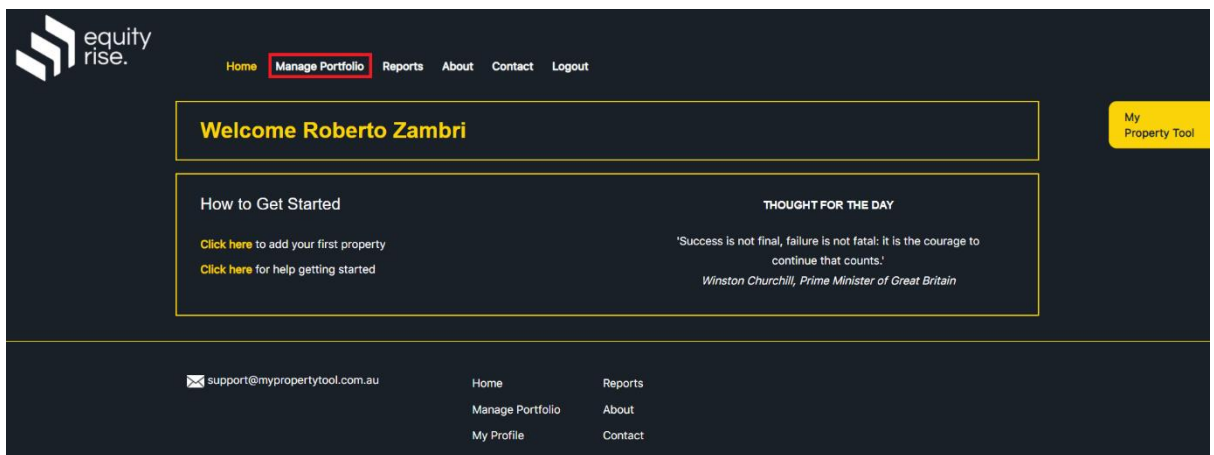
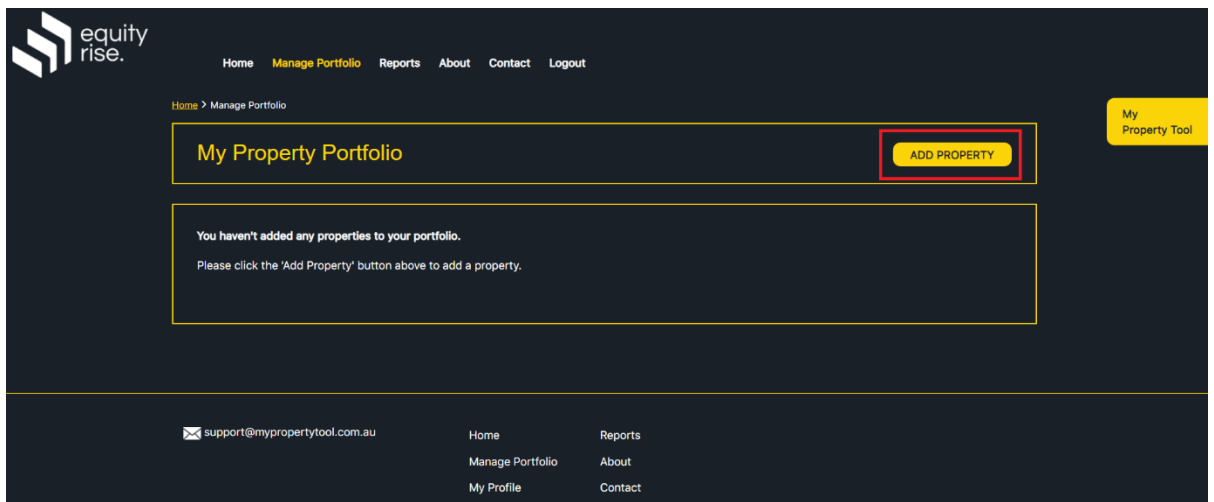


How to Add a Property (Houses / Apartments / Townhouses / Villas)

1. Click **Manage Portfolio** in the top navigation.



2. You will arrive at the Manage Portfolio page. Click the **ADD PROPERTY** button in the top right.



3. On the Add Property page, enter the 'General Details' associated with your property. You only need to input the mandatory items marked with an asterisk (*).

Add Property BACK

General Details

Address* 1008/98 Gloucester Street, The Rocks NSW

Status* Owned (loan being repaid) **Property Type*** Apartment / Unit

Purchased* 4 2008

Purchase Price (\$)* 440,000 **Current Price (\$)*** 935,000 **Ownership (%)*** 100

Beds: 1 **Baths:** 1 **Car Spaces:** 0

Interior (sqm): **Land (sqm):**

Insurance:
Do you want to get an automatic reminder to pay your insurance?
 Yes No

Comments:
1500 characters remain

UPLOAD PHOTOS UPLOAD FLOOR PLAN

4. Enter the 'Rental Income Details' for the property. Specify the rent payment frequency (e.g. Monthly, Weekly), the day of rent payment (e.g. last day of the month), rental amount, and income type (e.g. standard rental income, granny flat income). If you generate additional income from the same property, click 'Add New Income Source' in the top right and it will generate a new rental income box which you can fill in.

Rental Income Details

If the property is a Principal Place of Residence (PPOR), you can input \$0 for Rent. [Add New Income Source](#)

Payment Frequency* Monthly **Monthly Rent (\$)*** 3,341 **Income Type*** Standard Rental Income

Monthly Last day of the month

5. Enter the 'Mortgage Details' for the property. Specify loan type, bank name, and interest rate details. The original loan amount should be entered correctly to ensure accurate loan repayment calculations. The loan balance should be inputted correctly to ensure the equity calculation is accurate. You can specify your loan offset account balance if you have one. Near the bottom, please specify the loan repayment frequency (e.g. monthly) and day of payment (e.g. 12th of the month). You can also specify whether you wish to calculate the loan repayment automatically, or if you wish to specify the amount yourself. If you have more than one loan, click 'Add Another Loan' in the top right and it will generate a new loan box which you can fill in. Click ADD PROPERTY once you are done.

Mortgage Details

[Add Another Loan](#)

Loan Type*	Bank/Financial Institution*	Interest Rate (%)*	Loan Term (years)*	
Principal and Interest ▼	St George	3.99	30	
Variable/Fixed Loan*	Original Loan (\$)*	Current Loan Balance (\$)*	Offset Account Balance (\$)	Bank Loan No.
Fixed ▼	472,000	454,600		
Payment Frequency	Monthly			
Monthly ▼	12th of the month ▼			

Calculate the amount for me
 I want to specify the amount

ADD PROPERTY

NOTE: if you selected 'Fully owned (loan repaid)' for 'Status' under the General Details section, the mortgage details section will be hidden (since there is no outstanding loan).

- After you add your property, you will arrive at the 'Manage Transactions' page. Transaction groups will be created automatically for Rent and Loan Repayments, and placeholder groups will be created for expenses. This will enable you to edit and manage all of your transactions easily. Click **Manage Portfolio** in the top navigation.

1008/98 Gloucester Street, The Rocks NSW ADD TRANSACTION GROUP

« Prev Year Next Year »

Income	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Total
Rent	3,341.00	3,341.00	3,341.00	3,341.00	3,341.00	3,341.00	3,341.00	3,341.00	3,341.00	3,341.00	3,341.00	3,341.00	\$40,092.
Edit Transactions													
Total Income	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$3,341.00	\$40,092.

Mortgage	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Total
Loan Repayments	2,250.68	2,250.68	2,250.68	2,250.68	2,250.68	2,250.68	2,250.68	2,250.68	2,250.68	2,250.68	2,250.68	2,250.68	\$27,0
Edit Transactions													
Total Mortgage	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$2,250.68	\$27,0

Expenses	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Total
Property Management Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Edit Transactions													

- The property you just added will now be listed on the 'Manage Portfolio' page. Use any of the 3 buttons (highlighted in red below) to view/edit your property details, manage transactions, or attach statements.

equity rise.

Home **Manage Portfolio** Reports About Contact Logout

Home > Manage Portfolio My Property Tool

My Property Portfolio ADD PROPERTY

You own 1 investment property and have **\$480,400.00** in equity. Thinking of buying a new investment property? Use our **Deal Analyser** to forecast its capital growth and cashflow. 1-1 of 1

1008/98 Gloucester Street, The Rocks NSW	FORECAST VALUE	Apartment / Unit
Purchased Apr 2009	Purchase Price \$440,000.00	Current Valuation \$935,000.00
Equity \$480,400.00	Weekly Rent \$771.00 p/w	Annual Cashflow \$13,083.84

VIEW/EDIT PROPERTY
MANAGE TRANSACTIONS
ATTACH STATEMENTS

1-1 of 1

How to Add a Property (Land)

Adding land is identical to adding a regular property (see above) - the only difference is that when you select 'Land' as the property type, the system will hide the Beds, Baths, Car Spaces, and Interior (sqm) field since these do not apply for land.

How to Add a Property (Block of Units)

1. Go to the Add Property page and select 'Block of Units' as the Property Type. This will hide the Beds, Baths, and Car Spaces fields since these apply to individual units.

Add Property BACK

General Details

Address* 10 Sohrabi Place, Lake Munmorah NSW	Status* Owned (loan being repaid ▼)	Property Type* Block of Units ▼	No. of Units* 2 ▼	Purchased* 2 ▼	201 ▼
Purchase Price (\$)*	Current Price (\$)*	Ownership (%)* 100	Interior (sqm): Land (sqm):		

Insurance:
Do you want to get an automatic reminder to pay your insurance?
 Yes No

Comments:
1500 characters remain

UPLOAD PHOTOS UPLOAD FLOOR PLAN

- Enter the 'General Details' associated with the Block of Units. Ensure you select the 'No. of Units' correctly (e.g. 4). You only need to input the mandatory items marked with an asterisk (*).

Add Property
BACK

General Details

Address*	Status*	Property Type*	No. of Units*	Purchased*
<input type="text" value="10 Sohrabi Place, Lake Munmorah NSW"/>	<input type="text" value="Owned (loan being repaid)"/>	<input type="text" value="Block of Units"/>	<input type="text" value="4"/>	<input type="text" value="2011"/>

Purchase Price (\$)*	Current Price (\$)*	Ownership (%)*	Interior				
<input type="text" value="1,350,000"/>	<input type="text" value="1,800,000"/>	<input type="text" value="100"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">(sqm):</td> <td style="width: 50%;">Land (sqm):</td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>	(sqm):	Land (sqm):	<input type="text"/>	<input type="text"/>
(sqm):	Land (sqm):						
<input type="text"/>	<input type="text"/>						

Insurance:
Do you want to get an automatic reminder to pay your insurance?

Yes No

Comments:

1500 characters remain

UPLOAD PHOTOS
UPLOAD FLOOR PLAN

- Scroll down to the 'Unit Block Details' section. Fill in details for each unit (the system will automatically create the number of units based on your selection of the 'No of Units' in step 2 above). Specify the rent payment frequency (e.g. Monthly, Weekly), the day of rent payment (e.g. last day of the month), rental amount, and income type (e.g. standard rental income). If you want to add another Room (Unit), simply click 'Add Another Room'.

Unit Block Details

[Add Another Room](#)

Room Number*	Tenant Name	Monthly Rent (\$)*	Payment Frequency*	Monthly
<input type="text" value="1001"/>	<input type="text" value="Michael Williams"/>	<input type="text" value="1,600"/>	<input type="text" value="Monthly"/>	<input type="text" value="Last day of the month"/>

Interior (sqm)	Total (sqm)	Parking Spot	Beds	Baths
<input type="text"/>	<input type="text"/>	<input type="text" value="No"/>	<input type="text" value="1"/>	<input type="text" value="1"/>

Room Number*	Tenant Name	Monthly Rent (\$)*	Payment Frequency*	Monthly
<input type="text" value="1002"/>	<input type="text" value="Jimmy Rosemond"/>	<input type="text" value="1,850"/>	<input type="text" value="Monthly"/>	<input type="text" value="Last day of the month"/>

Interior (sqm)	Total (sqm)	Parking Spot	Beds	Baths
<input type="text"/>	<input type="text"/>	<input type="text" value="Yes"/>	<input type="text" value="2"/>	<input type="text" value="1"/>

4. Enter the 'Mortgage Details' for the property. Specify loan type, bank name, and interest rate details. The original loan amount should be entered correctly to ensure accurate loan repayment calculations. The loan balance should be inputted correctly to ensure the equity calculation is accurate. You can specify your loan offset account balance if you have one. Near the bottom, please specify the loan repayment frequency (e.g. monthly) and day of payment (e.g. 10th of the month). You can also specify whether you wish to calculate the loan repayment automatically, or if you wish to specify the amount yourself. If you have more than one loan, click 'Add Another Loan' in the top right and it will generate a new loan box which you can fill in. Click ADD PROPERTY once you are done.

Mortgage Details

[Add Another Loan](#)

Loan Type*	Bank/Financial Institution*	Interest Rate (%)*	Loan Term (years)*	
Principal and Interest ▼	St George	4.5	30	
Variable/Fixed Loan*	Original Loan (\$)*	Current Loan Balance (\$)*	Offset Account Balance (\$)	Bank Loan No.
Variable ▼	1,000,000	920,000	20,000	
Payment Frequency	Monthly			
Monthly ▼	10th of the month ▼			

Calculate the amount for me
 I want to specify the amount

ADD PROPERTY

NOTE: if you selected 'Fully owned (loan repaid)' for 'Status' under the General Details section, the mortgage details section will be hidden (since there is no outstanding loan).

- After you add your property, you will arrive at the 'Manage Transactions' page. Transaction groups will be created automatically for Rent (one line per unit) and Loan Repayments, and placeholder groups will be created for expenses. This will enable you to edit and manage all of your transactions easily. Click **Manage Portfolio** in the top navigation.

10 Sohrabi Place, Lake Munmorah NSW ADD TRANSACTION GROUP

« Prev Year Next Year »

Income	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022
Rent (Unit 1001) Edit Transactions	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00
Rent (Unit 1002) Edit Transactions	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00	1,850.00
Rent (Unit 2001) Edit Transactions	7,800.00	7,800.00	7,800.00	11,700.00	7,800.00	7,800.00	7,800.00	7,800.00	7,800.00	11,700.00	7,800.00	7,800.00
Rent (Unit 2002) Edit Transactions	2,140.00	2,140.00	2,140.00	2,140.00	2,140.00	2,140.00	2,140.00	2,140.00	2,140.00	2,140.00	2,140.00	2,140.00
Total Income	\$13,390.00	\$13,390.00	\$13,390.00	\$17,290.00	\$13,390.00	\$13,390.00	\$13,390.00	\$13,390.00	\$13,390.00	\$17,290.00	\$13,390.00	\$13,390.00

Mortgage	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Total
Loan Repayments Edit Transactions	5,066.85	5,066.85	5,066.85	5,066.85	5,066.85	5,066.85	5,066.85	5,066.85	5,066.85	5,066.85	5,066.85	5,066.85	\$60,
Total Mortgage	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$5,066.85	\$60,

- You will now see your property listed in the 'Manage Portfolio' page. Use any of the 3 buttons (highlighted in red below) to view/edit your property details, manage transactions, or attach statements.

equity rise

Home **Manage Portfolio** Reports About Contact Logout

Home > Manage Portfolio My Property Tool

My Property Portfolio ADD PROPERTY

You own 2 investment properties and have **\$1,360,400.00** in equity. 1-2 of 2
Thinking of buying a new investment property? Use our **Deal Analyser** to forecast its capital growth and cashflow.

10 Sohrabi Place, Lake Munmorah NSW FORECAST VALUE Block of Units

Purchased Jul 2015 Purchase Price **\$1,350,000.00** Current Valuation **\$1,800,000.00**

Equity **\$880,000.00** Weekly Rent **\$3,240.00 p/w** Annual Cashflow **\$107,677.76**

VIEW/EDIT PROPERTY
MANAGE TRANSACTIONS
ATTACH STATEMENTS